



Commonwealth of Massachusetts
Executive Office of Health and Human Services

FAX COMPLETED REQUEST TO:
501-643-5312

**New User Request & Account Modification Form
for Virtual Gateway Access**

Any Questions?
Please Call the EOHHS Virtual Gateway Help Desk
1-800-421-0938

(MUST TYPE INFORMATION DIRECTLY INTO FORM)

					(Check One)		
User's Full Name	User PIN Last 4 Digits of SSN or MMDD of Birth	Work E-mail Address	Work Phone Number	Role Requested See Virtual Gateway Roles Matrix	Add	Modify	Deactivate

Access Administrator Name

Organization Full Name

Date

Access Administrator's Signature

Organization ID (Call Help Desk if Unknown)

Access Administrator E-mail Address